



LinguaFolio
Online

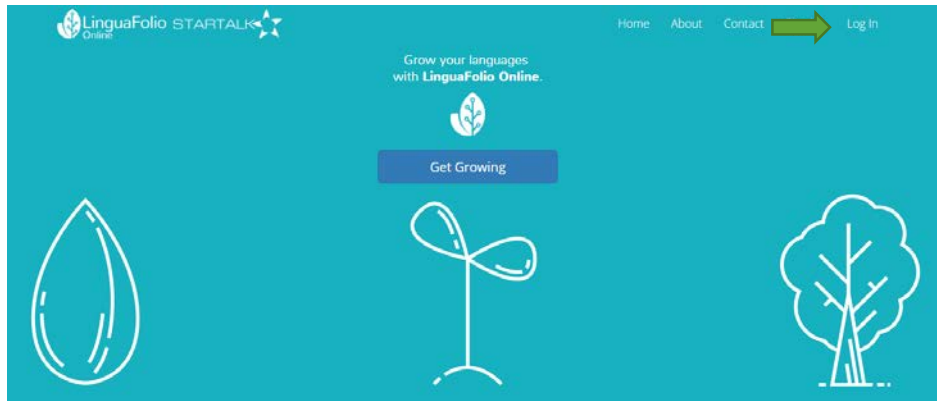
Instructor Tutorial

Evidence Review Process

Instructor Tutorial: Evidence Review Process

This tutorial provides instructors an overview of what happens during the evidence review process.

1. Go to startalklfo.uoregon.edu. Log in by clicking “Log In” near the top right corner of the screen.



2. Next, you will see the screen below. After entering your username and password, click “Log In.”

Log In ×

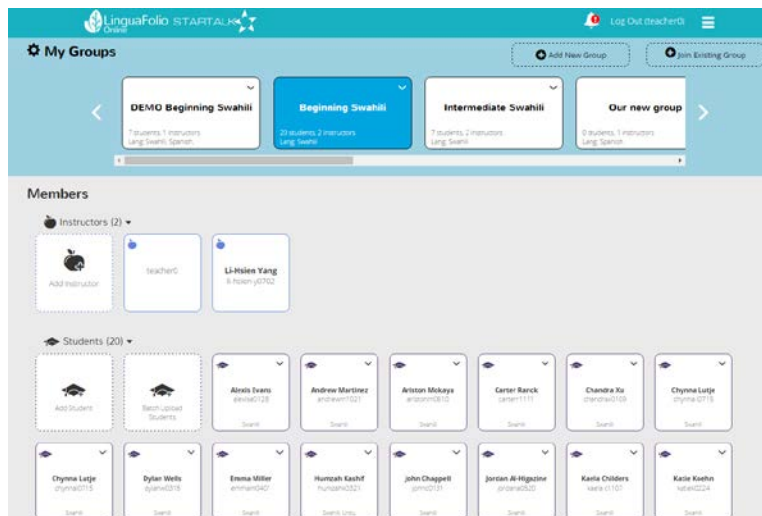
Username

Password

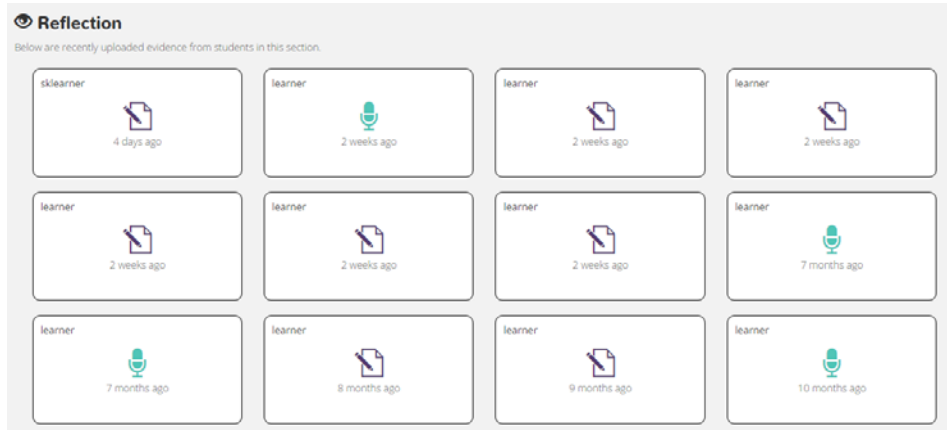
Remember Me

If you forgot your password you can reset it.

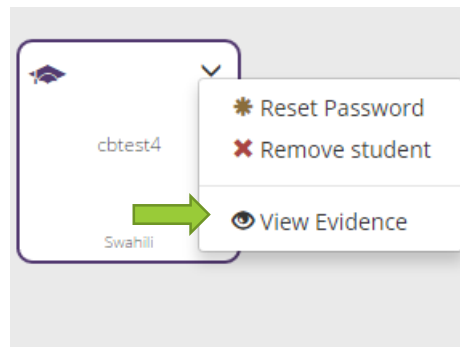
3. You will begin at your dashboard. It will look similar to the one featured below.



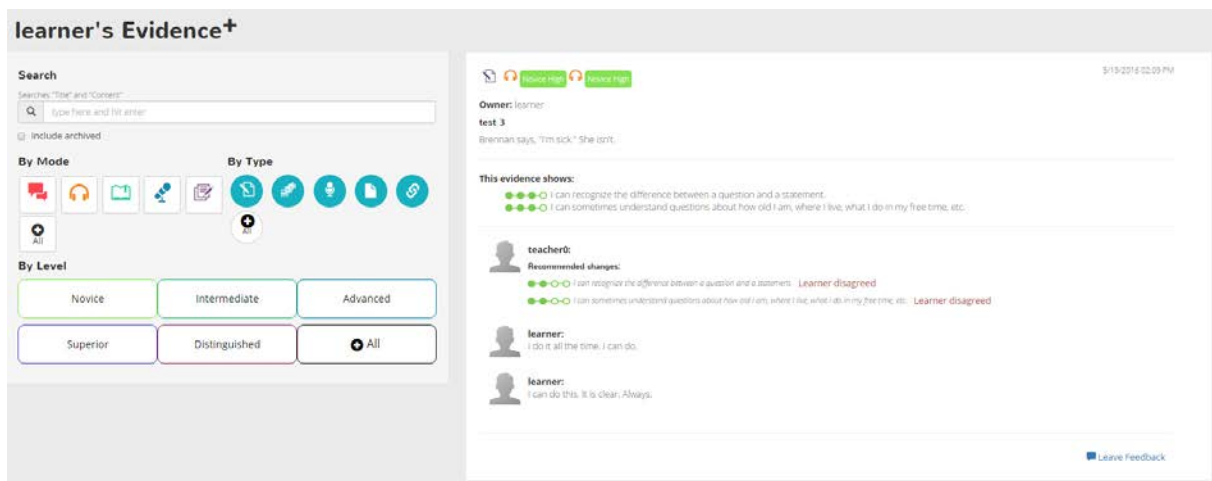
4 a. Scroll down to the bottom of the screen to access the “Reflection” section of the dashboard. This section (featured below) allows you to review the most recent evidence created by your learners. In order to review a particular piece of evidence, simply click any of the evidence blocks.



4 b. If you cannot find the evidence that you are looking for, you can access all of your learners under “Members” on the dashboard. Once you locate the learner that you wish to review, click the down arrow on the corresponding icon and select “View Evidence.”

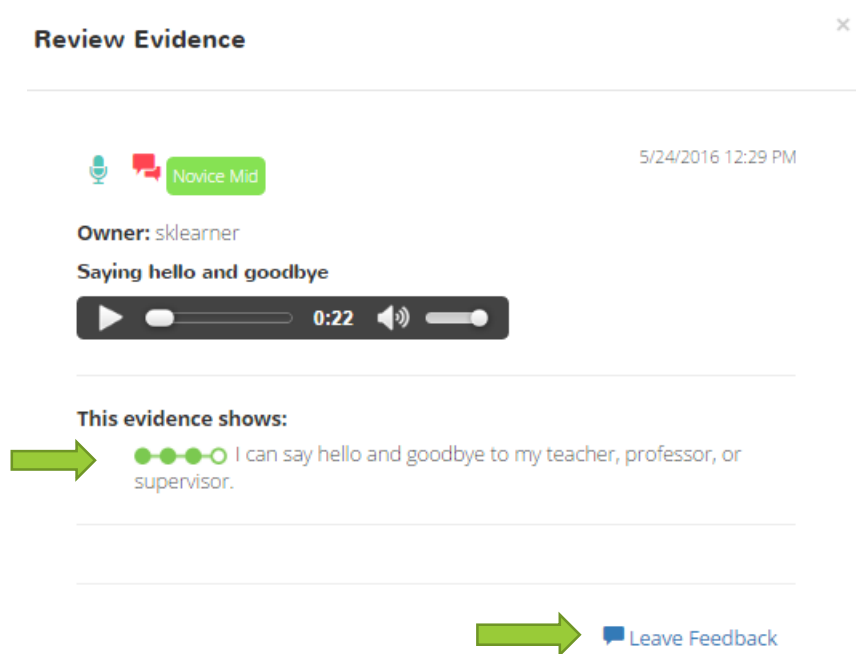


After clicking “View Evidence,” you can search for the evidence that your learner created. You may filter by the options on the left side of the screen (title, mode, evidence type, and proficiency level). The most recent evidence created appears first on the right side of the screen.



If you choose to filter the evidence, the only way to revert to viewing all of the evidence created by a learner is to click the buttons that say “All.”

5. After selecting the appropriate piece of evidence, you are able to see what the learner produced and how he or she evaluated the work. To indicate whether you agree with the evaluation, click “Leave Feedback” on the bottom right. You will then select whether you agree or disagree with the evaluation. The learner is notified of your selection.



6. If you select “Disagree,” you will have the opportunity to provide feedback to the learner by changing the green slider to the evaluation that you think is most appropriate. You may also provide a comment to explain your evaluation. When you are done, click “Review.” The learner will receive a notification that you reviewed the work.

Review Evidence ×

🎤 🗣️ Novice Mid 5/24/2016 12:29 PM

Owner: sklearner

Saying hello and goodbye

▶
0:22
🔊

This evidence shows:

●●●●○ I can say hello and goodbye to my teacher, professor, or supervisor.

💬 **Leave Feedback**

Do you agree with the current evaluation of this evidence?

✔ Agree
✘ Disagree

I can say hello and goodbye to my teacher, professor, or supervisor.

This comment applies to all evaluations.
Leave a comment...

Not started
This is a goal
Can do with help
Can do
Can do well

Review

If your learner has one piece of evidence to go along with multiple Can-Do Statements, you will be able to change the green sliders for each statement. However, you will only be able to provide one comment per piece of evidence. Be sure to indicate which Can-Do Statement you are providing feedback regarding if you leave a comment.

7. If you review evidence from the dashboard, the review window will disappear as soon as you click “Review.” The evidence will disappear from the dashboard completely after you refresh the screen. You may always select the learner from the dashboard and follow the instructions listed in Step 4b to find the evidence again if you need to do so. At that point, you may leave new feedback.

8. If your learner disagrees with your new evaluation of the evidence, he or she has to provide an explanation. If this happens, you will receive a notification in the top right corner of the dashboard.

The screenshot shows the LinguaFolio STARTALK dashboard. At the top, there is a navigation bar with the LinguaFolio logo, a notification bell icon with a red dot, and a 'Log Out (teacher0)' button. Below the navigation bar, there are two buttons: 'Add New Group' and 'Join Existing Group'. The 'My Groups' section displays four group cards: 'DEMO Beginning Swahili' (7 students, 1 instructor, Lang: Swahili, Spanish), 'Beginning Swahili' (22 students, 7 instructors, Lang: Swahili), 'Intermediate Swahili' (7 students, 2 instructors, Lang: Swahili), and 'Our new group' (0 students, 1 instructor, Lang: Spanish). Below the groups, the 'Members' section is divided into 'Instructors (2)' and 'Students (20)'. The instructors listed are 'teacher0' and 'Li-Hsien Yang'. The students listed include Alexis Evans, Andrew Martinez, Ariston Mokaya, Carter Ranck, Chandra Xu, Chymna Lutje, Dylan Wells, Emma Miller, Humzah Kashif, John Chappell, Jordan Al-Higazine, Karla Childers, and Katie Koehn.

9. Click the bell to see the notifications. Then, click the notification that you wish to review.

The screenshot shows a notification pop-up in the top right corner of the dashboard. The notification text reads: 'sklearner commented on Saying hello and goodbye (13 minutes ago)'. A green arrow points to the notification bell icon in the top right corner of the dashboard.

10. After clicking the notification, you will see the evidence review page for the learner outlined in Step 4b. Read the learner's justification and decide whether you agree with the evaluation. Indicate your response by clicking "Leave Feedback" again. You will repeat the process outlined in Step 6.

The screenshot shows the evidence review page for a learner. At the top, it says 'Owner: sklearner' and 'Saying hello and goodbye'. Below this is a video player showing a video of the learner. The video title is 'Saying hello and goodbye' and the duration is 0:22. Below the video, there is a section titled 'This evidence shows:' with a progress indicator and the text 'I can say hello and goodbye to my teacher, professor, or supervisor.' Below this, there is a section titled 'skinstructor:' with the text 'You are able to give developed greetings and goodbyes instead of one-word exchanges.' and 'Recommended changes:' with a progress indicator and the text 'I can say hello and goodbye to my teacher, professor, or supervisor. Learner disagreed'. Below this, there is a section titled 'sklearner:' with the text 'I don't think that I can do it well yet though because I do not know a variety of greetings and leave takings.' Below the learner's comment, there is a question 'Do you agree with the current evaluation of this evidence?' with two buttons: 'Agree' and 'Disagree'. Below the buttons, there is a progress indicator and the text 'I can say hello and goodbye to my teacher, professor, or supervisor.' and a text box for 'Leave a comment...'. At the bottom, there is a 'Review' button.

11. The learner will receive a notification regarding your feedback. It is up to the learner to decide to accept your evaluation. If the learner does so, the status of the Can-Do Statement(s) will change in accordance with your recommendation(s). The student may choose to disagree again, at which point you may read his or her new justification.

Congratulations! You can successfully review student evidence!



The STARTALK Program administered by the National Foreign Language Center at the University of Maryland and the U.S. Department of Education Title VI, under grant #P229A140004, support development of LinguaFolio Online. Contents do not necessarily represent the policy of the U.S. Department of Education nor imply endorsement by the federal government.